

**TOWN OF ROCKY HILL  
GOVERNMENT OPERATIONS COMMITTEE  
MEETING OF JULY 20, 2015**

Present: Chairwoman Nadine Bell, Councilor Guy Drapeau and Councilor Tim Moriarty (Entered at 5:05 p.m.). Also present were: Guy Scaife (Town Manager), John Mehr (Finance Director), Mike Mancini (Facilities Director for the Bd of Ed), Adam Palmer (Friar Associates), Tyson Burk (O & G Industries, Inc.), Tim McCarthy (O & G Industries, Inc.) and Lisa Zerio (Director of Parks and Recreation and Custodial Services).

Absent: Jim Sollmi (Director of Community Development Services).

**I. CALL TO ORDER AT 5:00 p.m.**

Chairwoman Bell called the July 20, 2015 meeting of the Government Operations Committee to order at 5:00 p.m. in the Council Chambers, Town Hall, 761 Old Main Street, Rocky Hill, CT.

**II. PUBLIC COMMENT**

No one from the public wished to comment.

**III. APPROVAL OF MINUTES**

**Councilor Drapeau made a motion to approve the Minutes of the May 4, 2015 meeting of the Government Operations Committee and the Minutes of the June 1, 2015 special joint meeting of the Government Operations Committee, Public Buildings Commission and School Buildings Committee. The motion was seconded by Chairwoman Bell and adopted unanimously by those present. (Councilor Moriarty was absent at this time.)**

**IV. OLD BUSINESS**

**A. RHHS Project – Project Update with Possible Action**

**i. Project Update**

Tyson Burk went over the site work performed in June. There was drainage and sewer line installation. Sidewalks started being put in for the bus turnaround. The bus entrance subgrade work was completed. On the lower level, the installation of feeders and conduits, etc. was continued. The switchgear was energized and the generator was commissioned. The installation for the fire alarm system began and the control wiring was started.

On the main level, there were modifications made to the HVAC. There was conduit and communication installation. The fire alarm system and control wiring installation is ongoing.

On the main level addition, the exterior block has been completed, as well as the waterproofing portion. Panel installation has been completed and panels were energized. Ductwork installation is ongoing. The rough plumbing has been completed with the hydrant test and the piping installation has been completed. The interior block walls have been completed and painting, as well as control wiring, has started. The fire alarm system installation has commenced. Temporary classroom outfitting is ongoing.

On the upper level, the wheelchair lift has been installed and control wiring is ongoing. The outfitting of the temporary guidance offices is ongoing.

Chairwoman Bell asked Tyson Burk how he felt as far as where they are and where they will end up because they had been considerably behind at the start of the summer. Tyson Burk said school will be opened as scheduled. Councilor Drapeau said the original date had been August 1, 2015 with regards to having Phase I finished and he asked Tyson Burk if he is still holding to the current date of August 22, 2015 for this. Tyson Burk said that will really be August 24, 2015 because August 22, 2015 is a Saturday. Councilor Drapeau said he and Chairwoman Bell are worried mostly about getting things done and paying for that. Councilor Drapeau asked Tyson Burk if he has been happy with all of the trades so far and if they have been performing to their abilities. Councilor Drapeau asked Tyson Burk if there was anything worth reporting to them. Tyson Burk said he feels that all of the work has been very professional from a performance standpoint. They are working through the contractors who might be a little difficult. Councilor Drapeau said he would appreciate a list of trades that would be recommended as not being used in the future if there are any during the middle of this project and at the end of it. Councilor Moriarty said the issue with this is that it is the lowest responsible contractor. Councilor Drapeau said they could still talk about this though. Councilor Moriarty said one of these is working right now and the Town had a very big issue with them on the Town Hall building. Chairwoman Bell said they will be watching closely. Tyson Burk said the quality of the work is very good. Councilor Drapeau said so many things are going on right now so it is impossible for them to know who is doing a good job and who is doing a bad one. He told Tyson Burk in terms of soft inspections that he can come back to say if a vendor isn't that great. Tyson Burk said they haven't had any issues with anyone to date.

## **ii. Change Orders**

Chairwoman Bell said this is an area of concern that she and the Councilors on this Committee have. Chairwoman Bell confirmed that they needed to approve three Change Orders now and Tyson Burk said correct. Chairwoman Bell said aside from these that it seems like there have been quite a few and she asked Tyson Burk if he had any comments. Tyson Burk said some of the Change Orders were for unknowns. Chairwoman Bell asked if this amount of Change Orders is unusual for a project of this size. Tyson Burk said he couldn't answer that because there are lots of unknowns when you get into a Renovate as New project but then he said this is probably about average for a building like this. Councilor Moriarty asked how many of these are Change Orders due to the Public Buildings Commission or the Bd of Ed changing things. Chairwoman

Bell thought they would be talking about that this evening when they would be taking about fine tuning the definition of a Change Order that the Public Buildings Commission can approve. Tyson Burk told Councilor Moriarty that he thinks the only one like that was for the modified brick shelf and they are still looking at this as a group.

Councilor Drapeau referred to the amount of \$74,459.23 (for Change Order 6) and he referred to the Snow Removal Subgrade (PCO 49R/CM 69). It looks like the CM Contingency was used to pay for that. Tyson Burk said yes. Councilor Drapeau confirmed that the CM Contingency was also used to pay General Welding (for PCO 72/CM 119 RFI 242 Masonry on Roof) and Tyson Burk said correct. Councilor Drapeau said the \$74,459.23 is really a net number because at least \$100,000+ of the Contingency had been used on many of these. He said the \$74,459.23 is out of pocket for the Town and Tyson Burk said correct. Councilor Drapeau asked how much is left in that Contingency and he confirmed that there had been \$1,000,000 to start with. He asked if this is the first pass at this. Tyson Burk said they spent roughly \$500,000. Councilor Drapeau said they are going to need a rolling tally on this and Tyson Burk said that is in the Monthly Report. Finance Director Mehr said if the report is looked at that it has the contingency based through Application No. 10. There is about \$873,000 in the Construction Contingency and there is approximately \$500,000 in the Owner's Contingency. Councilor Drapeau said they are already halfway through that number (for the Owner's Contingency) and they are only in Phase I. This is getting a little scary. Councilor Moriarty said it is very scary.

Chairwoman Bell mentioned about having motions made for the approval of these. Councilor Moriarty said they are going to be approving something that is done already. Chairwoman Bell said she understood but this is the process. Councilor Moriarty said they are the ones elected to control this money but they aren't controlling it. Chairwoman Bell said parameters had been put together for the different Change Orders and she asked him if he would say no for asbestos remediation. Councilor Moriarty said he wasn't talking about that but about other things.

**Councilor Drapeau made a motion to approve Change Orders #6, #7 and #8 respectively in the amounts of \$74,459.23, \$216,806 and \$13,647 for the Rocky Hill High School renovation project. The motion was seconded by Councilor Moriarty and adopted with Councilor Moriarty opposed. (Please see the First Attachment.)**

Chairwoman Bell said a Change Order request, which had been tabled, had come forward through the Public Buildings Commission. That request wasn't one that was deemed to move the project forward in a timely manner so she told the Committee that they would like to consider the Resolution that was on the table. This Resolution necessitates the fact that any Change Order needs to be in a critical path of moving the project forward.

**Councilor Drapeau made a motion to approve the Resolution - Rocky Hill High School Project – Change Order Guidelines (Revision to the November 10, 2014 Resolution). The motion was seconded by Councilor Moriarty and adopted with Councilor Moriarty opposed.**

**BE IT RESOLVED** that the Town of Rocky Hill Government Operations Committee approves the following guidelines to be followed as it relates to authorizing O & G to proceed for a proposed Change Order.

Up to \$20,000 – the Town Manager, Finance Director, Director of Community Development Services, and Schools Facilities Director;

From \$20,000 to \$100,000 – the Public Buildings Commission sub-committee (three members) for Change Orders;

Greater than \$100,000 – Government Operations Committee / School Buildings Committee.

**BE IT FURTHER RESOLVED** that any Change Order that is not critical to the construction phases of the RHHS Project and is considered to be an add on to the construction plans will be reviewed and approved by the Government Operations Committee.

**BE IT FURTHER RESOLVED** that all Change Orders will be reviewed and approved by the Public Buildings Commission and Government Operations Committee / School Buildings Committee.

Before this motion was voted on, Councilor Moriarty said the amount of \$100,000 is way too much money for the Public Buildings Commission to be approving. Councilor Drapeau asked Councilor Moriarty what he is recommending. For the Public Buildings Commission, he mentioned the amount being up to \$50,000. He told the Councilors that they are the ones who are going to take the hit when everything is over. Chairwoman Bell said the Public Buildings Commission is made up of experts in the trade and she views that they would be taking their recommendation when they make a decision. Her concern is that they have a difficult time getting meetings scheduled and getting quorums so they would end up having a significant delay to the project. Councilor Drapeau agreed and said he would support this as it is.

At this point, the motion was voted on.

Finance Director Mehr guesses for the future that if the Public Buildings Commission or the Town Staff determines that a Change Order meets something that is noncritical to construction that they will bring this to the Government Operations Committee for approval at their next meeting. Chairwoman Bell said absolutely and she would be really stingy on anything that isn't required at this point in time given the amount of Change Orders they had. She referred to the Change Orders that had come forward that the Public Buildings Commission had approved and she doesn't see any that she would have had an issue with. Those were all critical to having the project moved forward. Finance Director Mehr thinks this has been working out well because the key thing is having quick decisions made so the construction project can continue on.

**iii. State Reimbursement**

Finance Director Mehr said they had received their first one back on May 14, 2015 for approximately \$2,500,000 and they received their second one last week for approximately \$1,700,000. Hopefully they will be in the high \$20,000,000s when the project is done finally but this will actually probably be in the mid \$20,000,000s. They seem to be getting money in every other month. They are in the process now of filing the third one. Councilor Drapeau asked Finance Director Mehr where he is putting the money because these are big numbers. Finance Director Mehr said this remains in the Capital Project Fund and it is used to pay the expenses off. Councilor Drapeau asked if they are getting any type of return on that. Finance Director Mehr said this is sitting in an interest bearing account and they might be earning .03%.

**B. West Hill School Sprinkler Project – Project Update with Possible Action**

- i. Project Update**
- ii. Change Orders**

Finance Director Mehr said the contractor for this project finally turned their Change Orders in that were associated with this project. He told the Councilors that he had provided a summary to them of these six Change Orders. The Public Buildings Commission had reviewed and approved these. This will close out the contract with G. Donovan Associates, Inc. He told the Councilors that he also had provided them with a copy of the projected budget and the expenses that had been associated with this project. It looks like they will be coming in with \$16,000 to the plus. Councilor Drapeau asked if they will have that surplus even with these Change Orders. Finance Director Mehr said yes and they are looking for approval of these Change Orders. Councilor Drapeau referred to the one for the hydrant removal, of which the Change Order was relatively big, and he asked if they had put that out to bid at all. Finance Director Mehr said no and he believes there was a subcontractor who could do that work.

**Councilor Drapeau made a motion to approve the Change Orders totaling \$41,063 (for the West Hill School Sprinkler Project). The motion was seconded by Councilor Moriarty and adopted unanimously. (Please see the Second Attachment.)**

**C. Summer School Projects 2015 – Update**

- i. Stevens School Sprinkler and Elevator**

Mike Mancini said he had Tim McCarthy with him now. Mike Mancini said this project is going very well and the sprinkler contractor is a good one. The piping has been installed in the lower levels of the school and it was tested last week with satisfactory results. The upper level is working and they are expecting completion within approximately three weeks. The contractor and the Custodial Staff have worked very well together and that school is very clean so no one would believe this project is going on. For the elevator, the footings were poured today for the foundation so that project is also moving along well. It is fully expected that this will be enclosed by the time school starts.

- ii. Griswold School Boiler Replacements**

Mike Mancini said the demolition and removal of all of the boilers has occurred. The concrete pads were poured last week and the boilers were going to be set today on the concrete. This will be the beginning for all of the piping that needs to make the boilers function. They expect these to be operational prior to school opening.

**iii. West Hill and Stevens Schools – Security Grants 1 and 2/Improvements**

Nothing was mentioned about this.

**iv. West Hill School Restroom Upgrades**

Mike Mancini said all of the abatement for this has been completed. The walls and floors have been demolished. The contractor is getting ready to start installing some of the fixtures.

Mike Mancini is very happy to see that the summer projects they have are moving along very well. All of these projects, except for the elevator, will be done and operational by the time the kids return to school. Chairwoman Bell asked what the estimated completion date is for the elevator. Mike Mancini thinks this will be in October.

Councilor Moriarty asked if they will be done with all of the ADA bathrooms now at West Hill School. Mike Mancini believes this should be it except for the individual classrooms and the gym locker room. Councilor Moriarty said the individual classrooms are for the younger grades. He asked about Staff bathrooms and was told that those haven't been contracted yet.

Councilor Drapeau asked if a service contract has been signed yet with an elevator company. Mike Mancini said no. Councilor Drapeau asked if they are going to hang on the warranty for one or two years. Mike Mancini said they will do that. He also mentioned that they typically have one with RHHS and they will have one with Stevens School so they will probably put those out to bid. Councilor Drapeau knows that reputation has something to do with this as well and he knows that some of them aren't all that great in terms of service. He said for them to use their judgement to pick the best one.

Councilor Drapeau said it was a great report and Chairwoman Bell said it sounds like things are moving along very nicely.

**V. NEW BUSINESS**

**A. Update – McVicar Field Turf Replacement**

Lisa Zerio said this is through a STEAP (Small Town Economic Assistance Program) Grant. This work started the week after school got out. They weren't allowed to use RHHS because of the staging area so temporary fencing was put up. The turf was removed and the stone was regraded without having to have additional stone added. Some drainage testing was done. The turf went in last week and the infill is going in this week. They are ahead of schedule and she thinks this will be done within the next week or two. The field is going to be kept closed due to

the RHHS construction. All of the fields are off limits until the third week in August. There hasn't been one problem. She mentioned that the quality of the field is amazing and she is pleased with this project.

Chairwoman Bell said there have been news reports about health concerns and those have turned out to be old ones. Lisa Zerio has revisited this time and time again. She has assured everyone that there are no concerns. Councilor Drapeau asked if this is about perceived knee injuries. Lisa Zerio said it is more about the field causing cancer. She follows the news for this and she has all of the reports that show that their studies haven't proven anything.

At this point, Councilor Drapeau said he had gone to the pool (at Elm Ridge Park) yesterday for a birthday party. It was spotless and it was very well managed too. Lisa Zerio said the pool is aging but they keep it as best as they can.

### **B. Update – Elm Ridge Park ADA Handicap Accessible Ball Field**

Chairwoman Bell said they can officially call this Miracle Field now. Lisa Zerio said they paid the fee so they are officially a member. This is through a DEEP (Department of Energy and Environmental Protection) Grant and they are a little behind schedule but not that far off. There had been approximately two feet of snow at Elm Ridge Park when the surveying was supposed to be done. The goal is to have BSC Group, the Architectural and Engineering firm, be present on August 17, 2015 to make a presentation to the Government Operations Committee and to the Town Council. Councilor Drapeau thinks it would be good to have that brought to the Town Council level. She would like to meet with the Subcommittee prior to that, maybe a week or two before, because they have to narrow the surfacing for this field down to two choices. BSC Group is doing a preliminary schematic design and cost estimates so she would like the Subcommittee to give guidance on this. Lisa Zerio said they are waiting for Geotech to finish what they have to do. She passed out a timeline of this project to the Councilors. She also mentioned the funding they have to redo the basketball court so she wants to put this as an add alternate.

Chairwoman Bell asked Lisa Zerio when this can be brought back to them. Lisa Zerio said they are hoping to have construction documents in September or October and the goal is to get the shovel in the ground by mid-November. They can finish this in the spring and be open by the summer. Councilor Moriarty said winter construction can cost money because of the frost and they won't get what they want if there is any in the ground. Lisa Zerio said there is a schematic design now but they are waiting for Geotech to come back with their reports.

Councilor Drapeau asked if this is going to conflict with the parking lot project there. Lisa Zerio said she has been in touch with Ray Carpentino (Economic Development Director) and Jim Sollmi about this so there shouldn't be any issues.

Councilor Moriarty thinks they have to do something with people driving their vehicles onto the grass at Elm Ridge Park. He explained how his Mom had gotten run over by a car at a park when she was five years old. Kids lay on their beach towels on the grass at Elm Ridge Park. He referred to the grass area between Elm Street and the pool. He thinks they need to block that

walkway off and put signs up so the Town protects itself. The Town will be liable if someone gets run over. Lisa Zerio said she can have lifeguards put up cones, etc. there temporarily. Councilor Moriarty thinks they need to address this. Chairwoman Bell said this issue can go to the Public Safety Committee and Lisa Zerio said she would add this to her agenda for the Parks and Rec Advisory Board's meeting next Monday evening.

**VI. ANY OTHER BUSINESS**

There was no other business.

**VII. CORRESPONDENCE, COMMUNICATIONS**

There was no correspondence or communications.

**VIII. BILL PAYMENT RECOMMENDATIONS**

**Councilor Drapeau made a motion to approve the payment of the Friar Associate invoices in the amounts of \$25,300, \$25,375 and \$15,875. The motion was seconded by Councilor Moriarty and adopted unanimously. (Please see the Third Attachment.)**

**Councilor Drapeau made a motion to approve the payment of O & G Industries Inc.'s Application No. 8, Application No. 9 and Application No. 10 in the amounts of \$2,724,103.26, \$1,586,283.96 and \$1,535,870.90. The motion was seconded by Councilor Moriarty and adopted unanimously. (Please see the Fourth Attachment.)**

**Councilor Drapeau made a motion to approve the payment of Consulting Engineering Services, Inc.'s invoices in the amounts of \$975, \$1,950 and \$2,925. The motion was seconded by Councilor Moriarty and adopted unanimously. (Please see the Fifth Attachment.)**

**Councilor Drapeau made a motion to approve the payment of O & G Industries Inc.'s Application No. 00002 in the amount of \$37,303 (for West Hill School sprinklers). The motion was seconded by Councilor Moriarty and adopted unanimously. (Please see the Sixth Attachment.)**

**Councilor Drapeau made a motion to approve the G. Donovan Associates, Inc.'s Application No 1403205 in the amount of \$87,066.40 (for West Hill School sprinklers). The motion was seconded by Councilor Moriarty and adopted unanimously. (Please see the Seventh Attachment.)**

**IX. ADJOURNMENT**

**Councilor Moriarty made a motion to adjourn the meeting at 5:45 p.m. The motion was seconded by Councilor Drapeau and adopted unanimously by those present.**

Respectfully submitted,



Jo-Anne Booth  
Recording Secretary